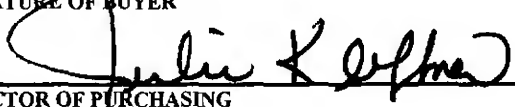




## NOTICE OF CONTRACT EXTENSION

State Of Missouri  
Office Of Administration  
Division Of Purchasing  
PO Box 809  
Jefferson City, MO 65102-0809  
<http://oa.mo.gov/purchasing>

*misc*  
*B32 16031*

CONTRACT NUMBER C316031007	CONTRACT TITLE Foster Care Case Management
AMENDMENT NUMBER Amendment #007	CONTRACT PERIOD October 1, 2018 through September 30, 2019
REQUISITION/REQUEST NUMBER NR 886 DFA19000053	SAM II VENDOR NUMBER/MissouriBUYS SYSTEM ID 4312365570 3/MB00023177
CONTRACTOR NAME AND ADDRESS PREFERRED FAMILY HEALTHCARE INC. 1111 S GLENSTONE AVE PO BOX 1277 SPRINGFIELD MO 65801-1277	STATE AGENCY'S NAME AND ADDRESS Department of Social Services Children's Division Post Office Box 88 Jefferson City MO 65102
ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:  Contract C316031007 is hereby amended pursuant to the attached Amendment #007 dated 09/13/18.	
BUYER Julie Kleffner	BUYER CONTACT INFORMATION Email: <a href="mailto:julie.kleffner@oa.mo.gov">julie.kleffner@oa.mo.gov</a> Phone: (573) 751- 7656 Fax: (573) 526-9816
SIGNATURE OF BUYER 	DATE 9-17-18
DIRECTOR OF PURCHASING  Karen S. Boeger	



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF PURCHASING  
CONTRACT EXTENSION

AMENDMENT NO.: 007  
CONTRACT NO.: C316031007  
TITLE: Foster Care Case Management  
ISSUE DATE: 9/4/18

REQ NO.: NR 886 DFA19000033  
BUYER: Julie Kleffner  
PHONE NO.: 573-751-7656  
E-MAIL: Julie.Kleffner@oa.mo.gov

TO: PREFERRED FAMILY HEALTHCARE INC.  
1111 S GLENSTONE AVE  
PO BOX 1277  
SPRINGFIELD MO 65801-1277

RETURN AMENDMENT BY NO LATER THAN: 9/18/18 AT 5:00 PM CENTRAL TIME


RETURN AMENDMENT TO THE DIVISION OF PURCHASING (PURCHASING) BY E-MAIL, FAX, OR MAIL/COURIER:

SCAN AND E-MAIL TO:	Julie.Kleffner@oa.mo.gov
FAX TO:	(573) 526-9816
MAIL TO:	PURCHASING, P.O. Box 809, Jefferson City, Mo 65102-0809
COURIER/DELIVER TO:	PURCHASING, 301 West High Street, Room 630, Jefferson City, Mo 65101-1517

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Department of Social Services  
Children's Division  
Post Office Box 88  
Jefferson City MO 65102

SIGNATURE REQUIRED

VENDOR NAME PREFERRED FAMILY HEALTHCARE		MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN) 00023177	
MAILING ADDRESS 1111 S GLENSTONE 3-100			
CITY, STATE, ZIP CODE SPRINGFIELD, MO 65804			
CONTACT PERSON KARAH WADDLE		EMAIL ADDRESS contractmanagement@pfh.org	
PHONE NUMBER 417-869-8911		FAX NUMBER 417-869-1635	
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt			
AUTHORIZED SIGNATURE 		DATE 9-13-18	
PRINTED NAME KARAH WADDLE		TITLE SENIOR EXECUTIVE VICE PRESIDENT	

**AMENDMENT #007 TO CONTRACT C316031007**

**CONTRACT TITLE:** Foster Care Case Management

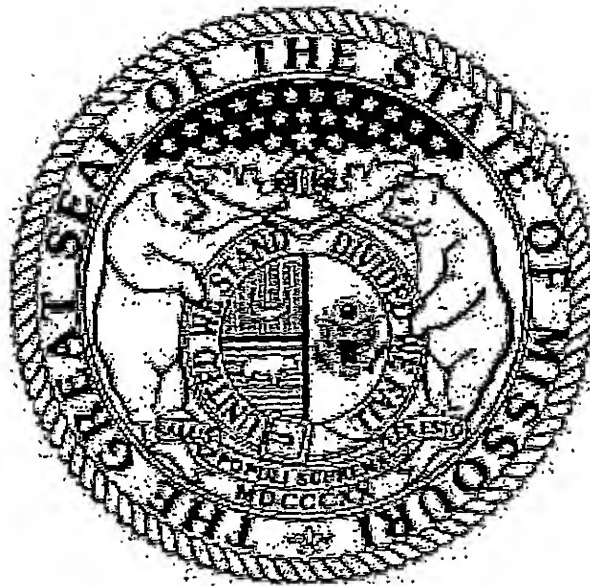
**CONTRACT PERIOD:** October 1, 2018 through September 30, 2019

The State of Missouri desires to extend the above referenced contract at the same prices as the previous contract period.

Efforts are underway to replace the above referenced contract but are unfinished. As a result, the State of Missouri desires to extend Contract C316031007 at the same prices as the previous contract period in order to provide continuing and uninterrupted contract services.

All other terms, conditions and provisions of the contract shall remain the same and apply hereto.

The contractor shall signify acceptance by signing and returning this document on or before the date indicated.




**State of Missouri**  
**OFFICE OF ADMINISTRATION**  
Division of Purchasing  
Contract Amendment Documentation

The following documentation consists of additional contract amendment documentation. The additional contract amendment documentation is not a part of the official contract amendment, but provides supporting information for the official contract amendment.


# MEMORANDUM

Office of Administration  
Division of Purchasing

**TO:** Karen Boeger

**THROUGH:** Cindy  Stafford

**THROUGH:** Stacia Dawson

**FROM:** Julie Kleffner 

**DATE:** September 4, 2018

**RE:** Extension of the Foster Care Case Management Contracts,  
C316031001 through C316031007

The Department of Social Services (state agency) has requested the Foster Care Case Management Contracts, C316031001 through C316031007, be extended for twelve (12) months, October 1, 2018 through September 30, 2019 to allow for the re-bid process. Please refer to the attached e-mail from Wade McDonald explaining the need for the one-year extension.

The solicitation process for the current contracts spanned a 12-month period. After the award of the contracts, five (5) protests were received. Based upon the need to the impact to children and their families, the need for consistency of performance measurements, the time required for the solicitation process, and time to respond to any potential protests, it appears a twelve-month extension is warranted.

Therefore, because these are essential services that must continue until the new procurement process is complete; I am requesting permission to process the contract extensions pursuant to section 34.045, RSMo.

## Kleffner, Julie

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**From:** McDonald, Wade S  
**Sent:** Tuesday, September 4, 2018 12:12 PM  
**To:** Kleffner, Julie  
**Subject:** C316031001-007

Julie

NR 886 DFA19000033 has been submitted to extend contracts C316031001-007 through 9/30/19. This extension is requested to allow time for the rebid of these contracts as well as allow proper transition to the new contracts when they are awarded.

Historically, the solicitation process for FCCM has required extra time to address the complexities of the services and respond to protests. This extension will allow time for the rebid process and any contract follow-up that will be necessary after new contracts are awarded.

The extension will also allow The Department of Social Services to establish a plan designed to reduce the number of children and families impacted in the event cases served under the contract need to be transitioned between contractors. Transitioning a single case between contractors disrupts case activities and can delay opportunities for the case to exit services. Transitioning a large number of cases at one time amplifies the disruption and it takes even longer for services to stabilize and continue. When the current contracts were awarded, approximately 1/3 of the cases served under the contract required transition between contractors due to new caseloads awarded. Due to timing of the contract award, only a short transition time was available and a large number of these cases experienced delays associated with case transition. A longer transition time will allow fewer cases to be impacted by new contract awards.

Continuing the contract through 9/30/19 also allows the contract measures to continue to be measured as they have been since 2005 when the first contract was awarded. DSS submits an annual report to the legislature comparing the year to year results of the contract. Consistent measurement periods are important when measuring the success or breakdowns of a program. In addition to consistency, these contracts are designed to incentivize contractor results in accordance with 13 CSR 32.020. A contract extension with a different timeframe impacts the outcome measures and the contractor's opportunities to achieve contract milestones and receive incentive payment. Likewise, working through different measuring periods is not something that is currently mechanized. Developing new measuring process to accommodate a different contract timeframe will cost DSS a substantial amount of time and resources.

DSS acknowledges that we are delayed in providing an updated RFP draft to DPM. The new draft RFP is progressing and will be provided to the Division of Purchasing within the next week or two. Part of the work on the draft RFP has been working with the current contractors to identify strategies to mitigate the concerns related to case transitions due to contract award. This may impact the contract award language in the RFP. Likewise, child welfare practice has evolved which requires revisions to the RFP requirements. While some of the practice updates are still pending, the RFP requires adjustment to ensure consistent child welfare practice throughout the state. These changes are being incorporated into the draft RFP and final touches are pending.

Once the final changes are incorporated, the RFP will be submitted through internal reviews in line with the new purchasing processes and completion of the Quarter Million Dollar Worksheet.

Please let me know if you have any questions.

Thank you

**Wade McDonald, MPA**

Procurement Manager

Missouri Department of Social Services

Division of Finance and Administrative Services

573-751-7261 (phone)

573-526-4678 (fax)

[Wade.S.McDonald@dss.mo.gov](mailto:Wade.S.McDonald@dss.mo.gov)

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Indicate Contract Amendment Type		TOTAL	
RENEWAL:	PERIOD OF		
<input type="checkbox"/> Renewal - % Increase	<input type="checkbox"/> Cost Savings		
<input type="checkbox"/> Renewal - \$ Increase	<input type="checkbox"/> Cost Savings		
<input type="checkbox"/> Renewal - W/O Increase			
<input type="checkbox"/> SFS Renewal - Prices In Original Contract			
<input type="checkbox"/> SFS Renewal - Prices Not in Original Contract			
EXTENSION PERIOD:			
<input type="checkbox"/> Extension - 30-Day			
<input type="checkbox"/> Termination			
<input type="checkbox"/> Extension - \$ Increase	<input type="checkbox"/> Cost Savings		
<input checked="" type="checkbox"/> Extension - W/O Increase	1 year		
<input type="checkbox"/> Assignment			
<input type="checkbox"/> Cancellation/Termination			
<input type="checkbox"/> Other Amendment			
Performance Security Deposit:		\$	
Surety Bond:		\$	
Annual Wage Order Number:			
Annual Wage Order Date:			
County(ies):			
Other Instructions:			
Preliminary Task Verifications			
A. Section 34.040.6, RSMo	Buyer/Section Support	JK	9-4-18
B. Purchasing Suspension List	Buyer/Section Support	JK	9-4-18
C. Federal Suspension - SAM.GOV	Buyer/Section Support	JIC	9-4-18
D. Labor Stds - OA/FMDC Contractor Debarment Lists	Buyer/Section Support		
E. Review of Participation Commitment Attainment - If app, Verify Receipt of 1 <sup>st</sup> Renewal - Blind/Shel Wkshp Affidvt	Buyer	JK	9-4-18
F. SFS Review/Justification - Insert Advertising Date, if applicable	Buyer		
Prepare Contract Amendment	Buyer/Section Support	JK	9-4-18
Review/Approve Contract Amendment (If Signature Required)	Buyer		
Contract Amendment (If Signature Required)	Buyer/Section Support		
Contractor E-Mail Address/Fax Number	Contract grant management@psh.org		
State Agency Contact E-Mail Address	Kathy mcCarless & Wadsworth		
Section 34.040.6, RSMo, Letter	Follow-Up Notes:		
Review Contract Amendment Response Verifications			
A. Renewal/Extension Pricing	Buyer/Section Support		
B. Section 34.040.6, RSMo	Buyer/Section Support		
C. Performance Security Deposit/Surety Bond	Buyer/Section Support		
D. Renewal/Extension with Cost Savings Language	Buyer		
E. Statewide Notice	Buyer		
F. SFS Authorized Limit \$	Buyer		
G. Contract Assignment Only Verifications - Complete unless completed in Step 2 above			
1. E-Verify Exhibit/Affidavit/Documentation	Buyer/Section Support		
2. Assignment and Consent Form	Buyer/Section Support		
3. Purchasing Suspension List	Buyer/Section Support		
4. Federal Suspension - SAM.GOV	Buyer/Section Support		
5. Labor Stds - OA/FMDC Contractor Debarment Lists	Buyer/Section Support		
Prepare Contract Amendment Award Document/Statewide Notice	Buyer/Section Support		
Review/Approve Contract Amendment Award Document	Buyer		
Contract Amendment	Buyer/Section Support		
AM 300 PMM 000 80730 M7	Buyer/Section Support		
Distribute E-Verify & SDV Documents	Buyer/Section Support		
E-Mail/Fax NOA to Contractor/Assignee & Agency Contact	Buyer/Section Support		
Copy/Save As Statewide Notice to Internet Folder	Buyer/Section Support		
10. 1002 Participation Commitment Information	Central Support-Participation		
11. Image Contract Amendment Packet	Central Support-Imaging		